

Contract Name: **Microsoft Software**  
Solicitation Number: **5400003109**  
Contract Period: **07/25/2011 to 07/24/2018**  
[Terms and Conditions](#)

**Software Acquisition Manager**  
Solicitation Number: **5400001873**  
Contract Period: **02/15/2011 to 02/14/2016**  
[Terms and Conditions](#)

**ITMO Procurement Manager:**  
**Debbie Lemmon**  
**803-896-5236**  
[dlemmon@itmo.sc.gov](mailto:dlemmon@itmo.sc.gov)

Last Updated: 08/16/11

### **Software Acquisition Manager (SAM)**

The Microsoft contract is utilizing the services of the Software Acquisition Manager (SAM).

The purpose of the Software Acquisition Manager (SAM) is to maintain a real-time web-based vendor hosted system for use by all Agencies. The SAM can be defined as a software acquisition manager acting as an order fulfillment, distribution, and tracking system designed to monitor software licenses, license transfers, license redistribution, software maintenance and renewals, and warranty transactions as well as invoicing and payment from acquisition to end of life cycle.

Please make sure you are inserting the appropriate contract number and vendor information when creating your Shopping Cart. The contract number is [4400003161](#), the vendor name is [NewVenue Technologies, Inc.](#), and the vendor number is [7000147823](#).

**For questions regarding your Microsoft Agreement, or the options that may be available to you, please contact David Williams at CompuCom Systems, Inc. directly.**

*To better serve you the Information Technology Management Office has submitted paperwork for a master 'Change of Reseller' form to Microsoft. Microsoft is processing this paperwork so that agencies will no longer have to complete this form. Unfortunately all Microsoft orders will be placed on hold until this paperwork is completed. This process is expected to be handled promptly, but no exact date has been given.*

[Click here for instructions how to place orders for Microsoft software](#)

[Click here for information regarding Software Acquisition Manager \(SAM\) Value Added Services](#)

**NewVenue Technologies, Inc.**  
**Terris S. Riley**  
**Phone:** 800-992-3727 X102  
**Fax:** 800-992-3727  
**Email:** [triley@newvenuetech.com](mailto:triley@newvenuetech.com)

**Send purchase orders & Payment to:**  
NewVenue Technologies, Inc.  
P.O. Box 292142  
Columbia, SC 29229

**Contract #:** 4400003161  
**FEIN:** 87-0740249

**The below listed vendor is responsible for providing all Microsoft Products to the SAM.**

**CompuCom Systems, Inc.**

**Important: Any purchase orders issued to CompuCom Systems, Inc. will be returned back to the customer.**

**On-Site Sales Support:**

David Williams  
Charlotte, North Carolina  
Phone: 704-307-4723  
Email: [David.Williams@compucom.com](mailto:David.Williams@compucom.com)

**Inside Sales Support:**

Team Line: 800-400-9852 option 2  
Fax: 800-366-9994  
Email: [StateStore@compucom.com](mailto:StateStore@compucom.com)

**Backup Sales Support:**

Jed Shropshire  
Columbia, South Carolina  
Phone: 803-736-0796  
Email: [Jed.Shropshire@compucom.com](mailto:Jed.Shropshire@compucom.com)

**Contract Pricing:**

- [Microsoft \(Academic\)](#)
- [Microsoft \(Government\)](#)
- [Microsoft \(Enterprise\)](#)

**Academic (Educational)**

- [MS Academic Select Agreement](#)
- [MS Academic Select Agreement Amendment](#)
- [MS Academic Select Agreement Extension](#)
- [MS Academic Select Enrollment](#)

**Government (Agency)**

- [MS Select Agreement](#)
- [MS Select Amendment](#)
- [MS Select Enrollment Amendment](#)
- [MS Select Enrollment](#)

**Enterprise**

- [MS Enterprise Agreement](#)
- [MS Enterprise Enrollment Amendment](#)
- [MS Enterprise Enrollment](#)

## How to Place Purchase Orders for Microsoft software

To place purchase orders for your Microsoft software needs, please use the following steps:

### Step 1

Visit the State's Procurement website for pricing. If you need assistance, contact CompuCom Systems, Inc. for a quote (if needed).

### Step 2

Complete your Purchase Order—ensuring that the PO is addressed to the SAM (NewVenue Technologies, Inc.)

**NewVenue Technologies, Inc.**

**P.O. Box 292142**

**Columbia, SC 29229**

**Contract #: 4400003161**

**SC Vendor #: 7000147823**

**FEIN: 87-0740249**

### NOTICE TO STATE AGENCY SCEIS SHOPPING CART USERS:

Please make sure you are inserting the appropriate contract number and vendor information when creating your Shopping Cart. The contract number is **4400003161**, the vendor name is **NewVenue Technologies, Inc.**, and the vendor number is **7000147823**.

### Step 3

Send the purchase order and/or quote to the SAM using **one** of the methods below:

- **Email** the PO to: [orders@mysamcentral.com](mailto:orders@mysamcentral.com)
- **Fax** the PO to: **1-800-992-3727**
- **Mail** the PO to:  
**NewVenue Technologies, Inc.**  
**P.O. Box 292142**  
**Columbia, SC 29229**

Once received, the SAM will acknowledge the order and submit it to CompuCom Systems, Inc. for immediate processing.

**Important:** Any purchase orders issued to CompuCom Systems, Inc. will be returned back to the customer.

### Step 4

Once your order is processed by CompuCom Systems, Inc., the SAM will enter all of the software licensing information into MySAM Central (the State's software inventory database). The SAM (NewVenue Technologies, Inc) will also invoice for payment. Software will be provided to agencies directly from CompuCom Systems, Inc.